

MINUTES

DD/S STAFF MEETING

28 March 1972

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2. Equal Employment Opportunity -- Mr. Coffey

a. At a Deputies Meeting last week, Mr. Colby elaborated on the current Agency position with respect to minorities especially females and Blacks.

b. Mr. Colby emphasized that the message be clear and firm that we as an Agency will adopt an affirmative position toward minorities. Mr. Colby further stated that there is no basis for us as an Agency or as senior officials to say we have no higher level positions to be filled by Blacks or women.

c. Mr. Coffey noted that statistically the overall Agency position re minorities is not too bad. Getting away from an overall picture to the specific, women and Blacks positions are not good by numbers within certain GS grades. Women in the Agency face equal employment opportunity problems in the GS-12 and above position categories. Blacks face EEO problems in the GS-09 and above position categories.

d. Mr. Coffey noted that there were 9 women at the grade GS-15 in December 1971; a 900 percent increase over 1953. In 1953, there were 274 grade GS-15 positions in the Agency. Today there are 877 grade GS-15 positions in the Agency. Above grade GS-15 in the Agency, there are 2 women at grade GS-16, no women at grade GS-17 and one woman at grade GS-18. Mr. Coffey stated that the DD/S is not as good with respect to women at the GS-15 and above grade levels as are some other Agency components.

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GROUP 1
Excluded from automatic
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e. There are no Blacks in the Agency at grade GS-15 or above. There is one Black GS-14. Mr. Coffey noted that we have a distance to go.

f. Mr. Colby has suggested that we establish some internal, measurable goals. With such measurable goals we can check in a year to see if we are getting minorities upgraded.

g. Mr. Coffey suggested that the Office Directors contact the Office of Personnel when deciding where to go in the recruitment of women and Blacks.

h. Mr. Coffey noted that [redacted] stated at the Deputies Meeting last week that potential female and Black employees are rejected at too low a level in the organization. This is in contrast to the EO/NPIC who checks all new potential minority employees suggested for employment with his organization.

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i. Mr. Coffey noted that you can't always judge Whites and Blacks in the same way. Mr. Coffey did not suggest lowering our employment standards. But he suggested not shading potential minority employees. Mr. Coffey suggested giving minorities a break. The new minority employee like any new employee is on a year's probationary period during which his or her potential can be sized.

j. Mr. Coffey noted one final point made by Mr. Colby regarding women's equal employment opportunity problems. Mr. Colby stated that the Agency should try not to continue losing as much female talent as goes out the door due to marriage or pregnancy. Mr. Colby suggested that we begin to consider part-time employment of talented females so they have an option besides leaving the Agency.

k. Mr. Coffey said that he would have more to say on the subject of equal employment opportunity in the future.

3. Director's Comments about Agency Speakers -- Mr. Coffey

a. Mr. Coffey noted that the Director was the closing speaker at the most recent Advanced Intelligence Seminar (AIS) last week. The group attending the latest AIS was described as a younger more lively group. This group banged the Director with questions that were rather startling and to the point. At a recent morning meeting, the Director stated that it appeared that:

(1) Speakers (before OTR sponsored courses) are not being as careful as they should be in revealing information that should be more tightly held; and

(2) Speakers have apparently been wringing their hands before the students regarding restrictions on new funds and people.

The Director would like Agency managers to bring their gripes to him not to students at Agency sponsored courses. As far as the information passed by speakers to the students, the Director requires speakers to exercise good sense and good security.

b. Mr. Coffey relayed some of Mr. Colby's thoughts regarding Agency speakers. Mr. Colby said that we do not know what speakers are going to talk about. Mr. Colby would like to see better controls on knowing in advance what will be covered by a speaker. A speaker should speak in line with his Directorate's and the Agency's policies. Mr. Colby does not want to muzzle anyone, but he noted that there is much loose talk by speakers.

c. Mr. Coffey suggested that there should be a précis on each course and on the speakers' expected contributions. This précis should be given to higher management for their review to check that the content is in line with Directorate views. Mr. Coffey said that we do not know how to go about this yet. Course directors offer another possible means to monitor course content.

25X1A d. [] stated the speaker problem is a very serious matter. OTR needs a lot of help. Without solution of the speaker problem, OTR's mission may be adversely affected. Mr. Osborn stated that a speaker has to judge what he says, at times, depending on his audience. A speaker would relay different information to a COS seminar than he would to a CT class. Mr. Blake asked if the Director's feelings regarding speakers applied only to the recently completed AIS, or was this a more general feeling. Mr. Coffey said the Director's concern was more generalized.

4. NBC's Chronolog on 24 March 1972 -- Mr. Coffey. Mr. Coffey noted that the most recent monthly NBC news program, Chronolog, featured a report on Laos. More specifically the show featured a report on CIA operational support of Mco irregulars in Laos and a report on Air America activities in Laos. Both the Agency and the Company came off well. That portion of Chronolog dealing

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with CIA and Air America will be shown in the auditorium in the near future. An FE Division representative will be in the auditorium to give some background on the Agency's involvement in Laos (especially for the benefit of younger employees).

5. Mr. Coffey reported that the Support Directorate has had two sessions with the new DDCI, General Walters. The first session took place on 24 March and consisted of a general overview of the Support Directorate. A two hour session on 27 March consisted of presentations to General Walters on the activities of SSA-DD/S, SA-DD/S [redacted] Records Management and Regulations Control. 25X1A

6. Mr. Coffey reported that [redacted] is undergoing serious medical consultations and tests in Arizona. 25X1A

7. Around the Table

Office of Training - [redacted] The most recent COS Seminar was the least satisfactory one overall in some time -- partly attributed to the small number of attendees. Ten began the seminar -- one dropped out. Six to seven of the attendees were non-participants. Three to four of the attendees carried the seminar group. Another COS Seminar begins in about a month. [redacted] and [redacted] training requirements are dropping off. Mr. Cunningham will be back in town on 30 March 1972. 25X1A 25X1A

Office of Logistics. Mr. Blake announced that he will be leaving the area this coming Monday.

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